



CITY OF MORGAN HILL

17555 PEAK AVENUE MORGAN HILL CALIFORNIA 95037

**LIBRARY COMMISSION**

After Action  
REGULAR MEETING

**JANUARY 10, 2005**

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**Morgan Hill Civic Center**  
Council Chambers  
17555 Peak Avenue

<b>LIBRARY COMMISSION</b>	
Chair	Chuck Dillmann
Vice-Chair	George Nale
Commissioner	Jeanne Gregg
Commissioner	Kathleen Stanaway
Commissioner	Charles Cameron
Commissioner	Einar Anderson
Commissioner	Ruth Phebus
Commissioner	Bert Berson
Commissioner	John Macchia

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**7:15 P.M.**

**CALL TO ORDER**

Chair Dillmann called the meeting to order

**ROLL CALL ATTENDANCE**

Absent: Commissioner Gregg

**DECLARATION OF POSTING THE AGENDA**

Per Government Code 54954.2

**PLEDGE**

Pledge was led by Chair Dillmann

**PUBLIC COMMENT**

Chair Dillmann introduced his son to the Library Commission

**REPORTS**

## 1. COUNTY LIBRARY REPORT

### Legislation-Funding & Budgeting

County Librarian Sarah Flowers

Deputy County Librarian Sarah Flowers reported the JPA met on December 16, 2004 to approve placing a measure on the 2005 ballot to replace the current benefit assessment. She stated the new measure will ask voters to approve two ballots:

- 1) Approval to replace current Measure A; if “yes” then,
- 2) Approval of additional funds for the new benefit assessment

The JPA will finalize plans for a mail-in ballot at the January 27<sup>th</sup> meeting. If a mail-in ballot is used it will be mailed out 28 days in advance of due date: mailed April 05 and due in May 05.

Ms. Flowers reported the Library Administration Open House on January 6<sup>th</sup> was a success.

The Library is co-sponsoring the Silicon Valley Reads program along with the County Office of Education and the San Jose Public Library Foundation. The book is *Epitaph for a Peach* by David Masumoto. Mr. Masumoto is a third generation farmer of Japanese descent. The author will attend a book discussion at the Community and Cultural Center on February 3<sup>rd</sup>. This event is co-sponsored by BookSmart, the Morgan Hill Library, American Association of University Women, and the City of Morgan Hill.

Chair Dillmann asked Ms. Flowers if the Library had any historical information on a mail-in ballot. Ms. Flowers responded this type of ballot is new in California, but Oregon has successfully used a mail-in ballot. Oregon has experienced a high voter turn-out of 40% to 50% with a mail-in ballot.

Ms. Flowers shared the polling results. There were 600 people polled - 75 people per district +-4%. A majority of those polled stated they would support a special benefits assessment for the Library. A high percentage also indicated they would support additional funds for the assessment. This fostered the idea of two separate ballots. The polling consultant indicated there is strong support to renew the existing assessment. If the ballot for additional funding fails, there is a high possibility the renewal would succeed. The polling consultant also suggested the term of the assessment be 5 years rather than 10.

Commissioner Cameron asked if there was any possibility the State might make cuts to the Library's current operating budget. Ms. Flowers indicated the current operating budget would not undergo additional cuts. However, she indicated next year there will be an additional \$1.2 million in salary and benefits costs. The Library is working on a plan to meet those additional costs.

Joint Powers Authority

Council Member Steve Tate

Council Member Tate was unable to attend the meeting.

## 2. MORGAN HILL LIBRARY REPORT

Community Librarian  
Rosanne Macek

Ms. Macek reported circulation in November dropped by 10%. She indicated this was most likely due to the cut in operating hours. She reported 29% of patrons are now using the self-check machine. This is an increase of 10% over last year.

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The number of visitors to the library on January 4, 2005 set a record. The gate count was 1,200 for that day. The library staff is also tracking the number of reference questions. Upcoming programs at the library include Kindermuzik classes on January 12 and 19. These are musical classes for infants and toddlers. Librarian Bev Vessa is developing a Family Reading Program for February and March. The kick-off will be on February 5<sup>th</sup>. The American Association of University Women (AAUW) will sponsor a series of programs with Gilroy. These programs will focus on topics such as foreign policy discussions.

Ms. Macek continues to work on plans for the new library. Commissioner Phebus asked about the morale of the library staff in light of cut hours. Ms. Macek responded the staff continues to provide excellent service to patrons and is committed to keeping patrons engaged in library activities. She added she works to maintain open communications with the staff and has held staff parties to recognize their hard work and dedication.

### **3. LEGISLATIVE COMMITTEE**

Chair Dillmann

Chair Dillmann stated there was no news to report. He reported the City of Salinas will close its libraries as a cost saving measure.

Staff Balagso provided an update on the RFQ for the library project construction manager. The city received two applications from firms that met the city's qualifications. The two firms are Toenisketter and Breeding, Inc., and Turner Construction. Interviews with these firms were conducted on January 10<sup>th</sup>. A recommendation to City Council on the selection of the firm will be presented on January 26<sup>th</sup>.

### **4. CONSENT CALENDAR**

#### **APPROVAL OF MEETING MINTUES OF DECEMBER 13, 2004**

Vice-Chair Nale motioned to approve the minutes. Commissioner Stanaway seconded the motion. Motion carried (8:0)

### **BUSINESS**

### **5. LIBRARY COMMISSION DECISION TO JOIN CALTAC**

**Recommended Action: Action Item.** The Commission will vote whether or not to join CALTAC California Association of Library Trustees and Commissioners. Memberships are based on the calendar year and cost \$13 per individual for groups of 5 or larger.

The Commission approved a motion by Commissioner Cameron to join CALTAC. Commissioner Nale seconded the motion. Motion carried (7:1) Commissioner Macchia opposed.

### **6. SILICON VALLEY READS RESOLUTION**

**Recommended Action: Action Item.** The Commission will vote to approve a resolution for the *Silicon Valley Reads* program.

The language for the resolution was not provided at the meeting. Staff Balagso will provide the language to the Commission via email. The Commission will review and approve the specific language by consensus. The Commission approved the resolution pending approval of specific language. Commissioner Cameron motioned to approve. Commissioner Berson seconded the motion. Motion carried (7:1). Commissioner Macchia opposed. Commissioner Macchia changed his vote to a Aye during the consensus process. The resolution as approved by consensus is below:

Whereas, the mission of Silicon Valley Reads is to promote reading, literacy and an appreciation for good literature while building community; and

Whereas, Silicon Valley is known worldwide for its achievements in innovative thinking and the exploration of ideas; and

Whereas, great books spark provocative discussions that can lead to a valuable exchange of perspectives, life experiences and understanding among widely-diverse readers; and

Whereas, the Morgan Hill Library Commission is dedicated to education, challenging thought, open dialogue and community building activities,

Now therefore be it resolved that the Morgan Hill Library Commission does hereby proclaim February 2005 as

Silicon Valley Reads Month in Morgan Hill

And calls upon the residents of Morgan Hill to read the 2005 Silicon Valley Reads book, "Epitaph for a Peach: Four Seasons On My Family Farm" by David Mas Masumoto and to discuss the book and its themes with family, friends, co-workers, neighbors and others in the Silicon Valley Community.

**7. INVITATION TO GAY STRAND, LIBRARY SYSTEM FISCAL OFFICER, TO ADDRESS COMMISSION**

**Recommended Action: Action Item.** The Commission will vote to invite Ms. Strand to address the Commission at the February 14<sup>th</sup> meeting.

Commissioner Cameron motioned to approve the invitation to Ms. Strand. Commissioner Berson seconded the motion. Motion carried (8:0).

**8. AGENDA FOR JANUARY 29, 2005 LIBRARY COMMISSION WORKSHOP**

**Recommended Action: Information Item.** The Commission will discuss topics and plan the agenda for the January 29<sup>th</sup> workshop to be held at the Morgan Hill Community and Cultural Center.

Staff Balagso reported she has received a voicemail from Gail McPartland of the Peninsula Library System indicating she will be able to facilitate the workshop. Staff Balagso was not been able to speak directly to Ms. McPartland regarding her fee for facilitation, the development of the agenda or goals of the workshop. Staff Balagso added that due to budget constraints she would not be able to attend the Saturday workshop. Vice-Chair Nale volunteered to take notes at the workshop. Commissioner Berson asked if Ms. McPartland might have a draft or outline of an agenda the Commission could use. He asked if the Library Building Program might be a topic of discussion. Commissioner Cameron responded the purpose of the workshop is the roles and responsibilities of the Library Commission in relation to the City Council, city staff and the community. Commissioner Berson suggested the expected outcomes of the workshop should be defined.

Rosanne Macek will attend for the workshop on behalf of the library and provide information on the library. Councilmember Tate will attend the workshop in the morning and share the results of the City Council retreat held January 14<sup>th</sup> and 15<sup>th</sup> in regard to the roles and responsibilities of the city's commissions and boards. Chair Dillmann suggested motion be put forward to appoint a sub-committee that will meet with the facilitator and develop an agenda prior to the meeting. The sub-committee will consist of Vice-Chair Nale and Commissioners Anderson and Phebus. Commissioner Cameron put forth the motion and Commissioner Anderson seconded the motion. Motion carried (8:0).

**9. UPDATE FROM MORGAN HILL STEERING COMMITTEE**

**Recommended Action: Information Item.** Commissioner Berson will provide an update on the Morgan Hill Steering Committee.

Commissioner Berson reported the steering committee met on January 6<sup>th</sup>. Polling consultant, Charles Heath and Council Member Tate also attended the meeting. The committee sent an email asking for volunteers for the campaign. Commissioner Berson and his Steering Committee Co-Chair, Carol O'Hare are working to develop a stand alone presentation that volunteers can use to make presentations to larger prospective donors. Consultant Charles Heath is reviewing the presentation and making talking points.

The steering committee is also looking for organizations to volunteer and take responsibility for the phone bank. These groups would be responsible for scheduling phone bank volunteers for a certain number of days and/or weeks.

There will be a fundraising event on March 6<sup>th</sup> at Guglielmo Winery. Tickets are \$35 per person and there will be a raffle.

Members of the fundraising committee will meet with Heritage Bank on January 19<sup>th</sup>. Development of a fundraising strategy is being discussed. There will be a Volunteer Kick-Off meeting on February 15<sup>th</sup>.

**10. UPDATE FROM FUNDRAISING COMMITTEE**

**Recommended Action: Information Item.** The Fundraising Committee will provide a status report to the Commission and will discuss extending an invitation to a member of a local foundation or endowment to address the Commission on fundraising strategies.

Vice-Chair Nale reported he met with Mayor Kennedy to discuss identifying key individuals who could take the lead on the fundraising effort. The names of three individuals were discussed but it was determined they are already heavily committed.

Mr. Nale reported the fundraising committee will invite Bill McDonald from the Saratoga Library to speak to the Commission on fundraising when appropriate.

Chair Dillmann suggested a sub-committee meeting be scheduled. Commissioner Anderson will schedule the meeting.

**11. ANNOUNCEMENTS**

None

**12. REQUESTS FOR FUTURE ITEMS**

- 1) Workshop Results
- 2) Santa Clara County Library Fiscal Officer Gay Strand
- 3) Update from Fundraising Sub-Committee

**13. ADJOURNMENT**

Commissioner Anderson motioned to adjourn the meeting. Commissioner Cameron seconded the motion. Motion carried (8:0).